



**CALIFORNIA NATIONAL GUARD  
COUNTERDRUG TASK FORCE  
TOUR ANNOUNCEMENT**



**INTERNAL**

**OPEN TO CURRENT CD MEMBERS  
BOTH ARMY AND AIR FORCE**

1. **POSITION AVAILABLE:** TEAM SHIELD OPERATIONS NCO
2. **LOCATION:** San Diego, California
3. **TOUR NUMBER:** 07-12
4. **EFFECTIVE DATE:** 2 February 2007
5. **CLOSING DATE:** 20 February 2007
6. **MINIMUM GRADE:** E-6 **MAXIMUM GRADE:** E-7
7. **MOS / AFSC:** N/A
8. **PERSONNEL ELIGIBLE TO APPLY:** (X) Male (X) Female ( ) OFF ( ) WO (X) ENL
  - a. Current Members of the California Counterdrug Task Force.
  - b. Currently Deployed California Counterdrug Service Members within 60 days of REFRAD.
  - c. Not within 6 months of Expiration of Term of Service.
9. **SELECTING SUPERVISOR:** Team Shield Commander
10. **MILITARY STATUS:** FTNGDCD, Title 32, Section 502(f)
11. This position is a Full Time National Guard Counterdrug (FTNGDCD) Tour subject to the availability of funds from fiscal year to fiscal year.
12. **APPLICANT MUST**, at a minimum, submit the following documents and meet all applicable criteria:
  - a. Cover letter stating why you are interested in the position and how you will add value to the team.
  - b. Letter of recommendation from first line leader or team commander.
  - c. Resume.
  - d. Last three years of CD Evaluations.
13. Applicants must possess a favorable Entrance National Agency Check / National Agency Check (ETNAC/NAC) within the past 10 years.
14. Applicants must be willing to relocate to the San Diego area.
15. Applicants meeting any of the following are **INELIGIBLE** to **APPLY**:
  - a. Does not meet medical retention standards.
  - b. Does not meet body composition/weight control standards prescribed by AR 600-9 / NGR (AF) 35-11.
  - c. Under current suspension of favorable personnel action (flagged) per AR 600-8-2.

## **FTNGDCD 07-12 TEAM SHIELD OPERATIONS NCO**

### **16. Job Description:**

Prepares and publishes operation plans and orders. Coordinates missions with supported agencies, maintains communication with CDTF J3 section, compiles statistics from the field and inputs the information into Counterdrug Management Information System (CMIS). Ensures the CMIS database is maintained, exercises staff supervision over IO, OPSEC, physical security and force protection. Recommends priorities for allocating critical resources of the command; including time, personnel, supplies, and equipment. Assumes duties of the team First Sergeant during his absence.

### **17. Preferred Qualifications:**

- a. Familiar with the Counterdrug Management Information System (CMIS)
- b. Knowledge of CDTF Share Point
- c. Familiar with FM 5-0
- d. Good knowledge of MS Office programs
- e. Good written and verbal communication skills

### **18. SUBMIT COMPLETE APPLICATION (with all required documentation/certificates) to:**

Counterdrug Task Force  
ATTN: CD J1, NCOIC  
10620 Mather Blvd.  
Mather, CA 95655

### **19. Questions may be directed to the J-1 at (916) 361-4945 / 4905. Website is: <http://www.calguard.ca.gov/cdtf/>**

### **20. NOTE: THE FOLLOWING WILL RESULT IN PACKET DISQUALIFICATION:**

- a. An incomplete packet.
- b. Packets received after the closing date.
- c. Failure to meet minimum requirements for the announced position.

21. Equal Opportunity: The California National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factor.